

**EVERY CERTIFICATE OF AUTHORITY ISSUED
WILL EXPIRE ANNUALLY ON AUGUST 31 OF EACH YEAR**

For use by the Office of the Secretary of State

Date Received

Money Number

Approval Date

Approved By

**AUTOMOBILE CLUB APPLICATION
FOR CERTIFICATE OF AUTHORITY**

Tex. Trans. Code Ann. § 722.001 et seq.

1. Name of Automobile Club applying for certificate of authority:

2. Principal business address:

3. Mailing address:

4. IS THIS A RENEWAL? ☐ YES ☐ NO

5. If the club is a Texas corporation, enclose a certified copy of its certificate of incorporation, or if a foreign corporation, its certificate of authority.

6. Name and address of Texas registered agent:

7. If the club is a corporation, attach a current certificate of good standing. The certificate can be obtained from the Comptroller of Public Accounts, LBJ State Office Bldg., P. O. Box 13528, Austin, TX 78711.

8. If the club is not incorporated, attach a list of all persons owning an interest in the automobile club, the officers, and the parties to any operating or management agreement affecting the automobile club. Attach a copy of such agreement and an authenticated copy of its constitution and by-laws.

9. Attach a list of all officers and directors, including their names, title, and addresses.

10. Submit proof of a security deposit in the amount of \$25,000.00 in the form of cash (a certified check or money order), a certificate of deposit with assignment to the Secretary of State or a surety bond with accompanying power of attorney issued by an insurance or bonding company licensed to do business in Texas. If this is a renewal, provide evidence that the security deposit on file is current.

11. If applicable, attach a list of the names and addresses of all Texas branch offices conducting business for the club.

12. Does the automobile club offer its members accidental injury and death benefits under a group insurance policy issued to the club for the benefit of its members? _____ If yes, include, a copy of the approval letter from the Texas Department of Insurance for each policy issued. The policy approval letter can be obtained from the club's insurance company once the policy has been approved by the Texas Department of Insurance. In addition, provide examples of the individual certificate of participation forms described in the automobile club service contract plan(s).

13. Attach a certified copy of each service contract plan that the club is offering to its members.

14. Attach a list of all salespersons and/or agents of the club conducting business in the State of Texas. (All salespersons and/or agents must be registered with this office. All employees, independent contractors, and/or other persons soliciting or otherwise promoting membership application on behalf of the club are deemed by this office to be salespersons and/or agents of the club).

15. Complete the attached officer authorization form showing the name and signature of each officers who is authorized to review and sign the salesperson/agent registration forms.

16. The applicant declares that he/she is aware that the Assumed Name Statute, Chapter 36 of the Texas Business and Commerce Code, provides that if a corporation uses any variation of, or name other than, its exact corporate name to do business in Texas, it must file an assumed name certificate with the Corporation Section of the Secretary of State AND with the office of the county clerk in the county where the corporation maintains its registered office. If the entity is not required to or does not maintain a registered office in Texas, it must file the assumed name with the county in which its office within Texas is located.

Signature of President or Principal Officer

Printed or Typed Name and Title

THE STATE OF _____

COUNTY OF _____

_____ personally appeared before me, and declared that he/she
(Officer Name)

signed this application in the capacity designated, if any, and further stated that he/she has read the application and the verifies that the statements therein contained are true.

Sworn to and subscribed before me by _____ on this _____
(Officer's Name)

day of _____, _____.

(Seal)

Notary Public Signature

My Commission Expires

Notary Public's Printed or Typed Name

AUTHORIZED OFFICERS

The following officers are authorized to review and sign Automobile Application for Appointment as Salesperson or Agent forms. (Add more places as needed.)

(1)

Signature of Officer

Printed or Typed Name and Title

(5)

Signature of Officer

Printed or Typed Name and Title

(2)

Signature of Officer

Printed or Typed Name and Title

(6)

Signature of Officer

Printed or Typed Name and Title

(3)

Signature of Officer

Printed or Typed Name and Title

(7)

Signature of Officer

Printed or Typed Name and Title

(4)

Signature of Officer

Printed or Typed Name and Title

(8)

Signature of Officer

Printed or Typed Name and Title